Pre-Departure Checklist

3-6 months before you go
- Obtain/renew your passport. Make sure it is signed and valid for at least six months after the date of your return to the United States.
- Determine what vaccinations and medications you may need for the location(s) where you will be travelling.
- Verify that your financial aid is in place and you have filled out all the necessary paperwork. Contact Financialaid@ucdenver.edu.
- Search and apply for study abroad scholarships. Many have early deadlines!
- Book your travel arrangements (flights, trains, etc.) after you have been accepted to your study abroad program.
- Put together a budget for your time abroad of estimated and fixed expenses. Don’t forget to account for cost-of-living differences or spending money!
- Meet with your academic advisor to determine how credits for your program will apply towards your degree plan. **Students going on third-party provider programs (non-CU Denver programs) will need to complete a Course Approval Form.**

2 months before you go
- Login to your CU Denver online application and complete the following post-decision requirements:
  - Enter your flight information into the individual flight questionnaires.
  - Upload a color copy of the full first page of your passport (including your photograph AND your signature).
  - Upload your completed Health Assessment Form (for CU Denver programs only)
  - Complete the Emergency Contact Information Form.
- Talk to your doctor about prescription medications that can be found in the country in which you will be studying. Consider options for generic medications. Have sufficient quantities of your medications to last through your time abroad.
- Obtain a visa if it is necessary for you to have one when entering your host country.
- Register with HTH Worldwide Insurance. **(For students going on CU Denver programs only)**
  - Visit [https://www.hthstudents.com/](https://www.hthstudents.com/).
  - Login/register using the Certificate Number on the ID card that was emailed or mailed to you.
- Research the country and city in which you will be living. Know the local weather for the timeframe you’ll be living abroad. Read books on the culture/general area. Purchase an app or guidebook to use abroad. Buy or download a map of the area,
transportation system, etc. Invest in a phrase book to brush up on some basic vocabulary. Watch movies about your host country.

1 month before you go
- Notify your bank and/or credit card company about your international travel plans.
  - Tell them what cities and countries you will be visiting and for how long.
  - Ask them about foreign transaction fees and ATM fees so you can plan ahead for these added expenses.
  - Request a new credit/debit card that has a microchip (these are used abroad).
- Check with your cellphone provider about the possibility of using your phone abroad.
- Establish an online journal or blog. Let the Office of Global Education know if you plan on writing a blog while you are abroad.
- Determine the voltage of the country where you will be living/traveling. Purchase voltage converters or kits, if needed.

2 weeks before you go
- Register with the U.S. State Department’s Smart Traveler Enrollment Program (STEP) (U.S. citizens).*
  - Create an account and add your trip details.
- Register with International SOS.
  - Log-in with the University Membership Number: 11BCAS000006.
  - Create an account with MyTrips (see bottom right of screen) and enter your flight information.
- Make photo copies of important items to save at home (passport, visa, credit cards, insurance, and itineraries).